

# STAFF REPORT

City of Lancaster

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10/27/09
MVB

Date: October 27, 2009

To: Mayor Parris and City Council Members

From: Elizabeth Brubaker, Director Housing & Neighborhood Revitalization

Subject: **Professional Services Agreement with Stuart & Graham to Perform the Long-Term Monitoring of the HOME Investment Partnership Program for 2009**

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## **Recommendation:**

Approve the Professional Services Agreement with Stuart & Graham to perform the Long-Term Monitoring of the HOME Investment Partnership Program for 2009 in an amount not to exceed \$50,000.00. The Long-Term Monitoring of the HOME Investment Partnership Program is required by the U.S. Department of Housing and Urban Development (HUD) pursuant to Title 24 of the Codified Federal Regulations, Part 92 for the HOME Investment Partnership Program Final Rule.

Appropriate \$50,000.00 from HOME Fund Balance to HOME Program Income Administrative Expense account number 391-4542-301, which can only be utilized for eligible expenses directly related to the administration of the HOME Program.

## **Fiscal Impact:**

Sufficient funds are available in the HOME Investment Partnership Program fund balance to cover this additional expense.

## **Background:**

The City of Lancaster has received eleven awards of HOME funds from the State of California Department of Housing and Community Development Department. The City of Lancaster is responsible to the State for the Long-Term Monitoring of HOME-assisted rental projects for the entire period of affordability. The State, as a participating jurisdiction, is responsible to HUD to ensure continued compliance with federal and state regulations.

The primary objective of the HOME Program is to provide workforce housing opportunities through program partnerships with local government entities to assist families and individuals secure decent, safe, and sanitary shelter and to increase the aesthetics of the area, improve the stability of existing neighborhoods, and provide improved infrastructure for the citizens of Lancaster.

The Long-Term Monitoring is a very complex and involved process, and consultants for this process are new to the industry. Staff has received recommendations and determined Stuart & Graham to be the best qualified consultant based upon experience, responsiveness and the interview process. Stuart & Graham is prepared to work with staff to perform the Long-Term Monitoring Process in a timely manner.